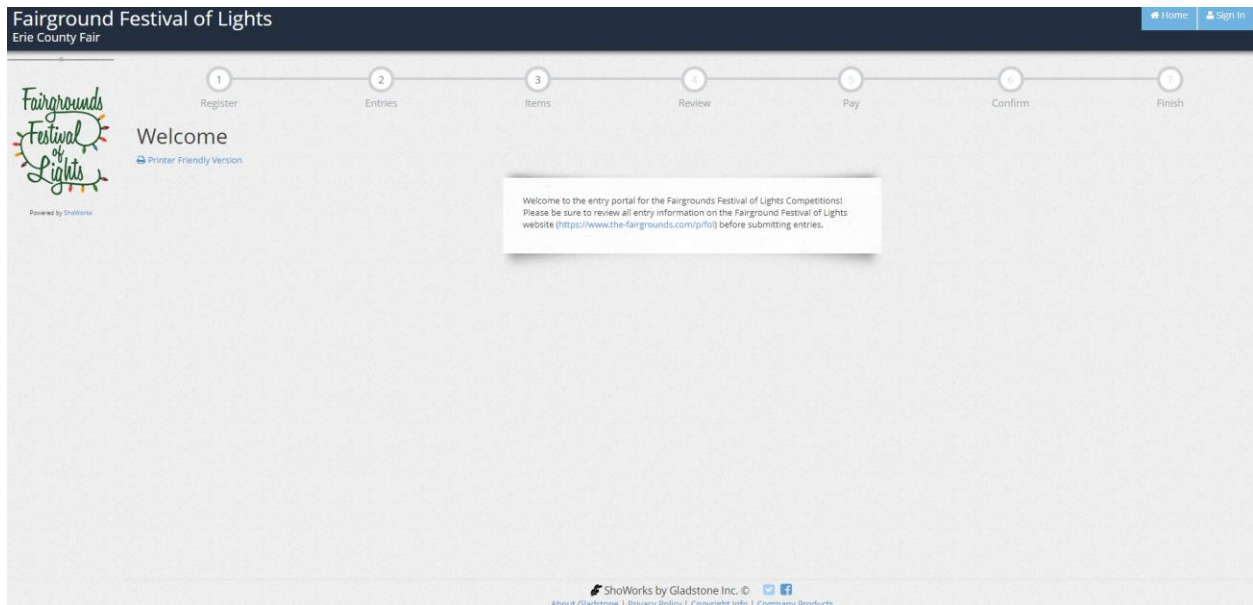
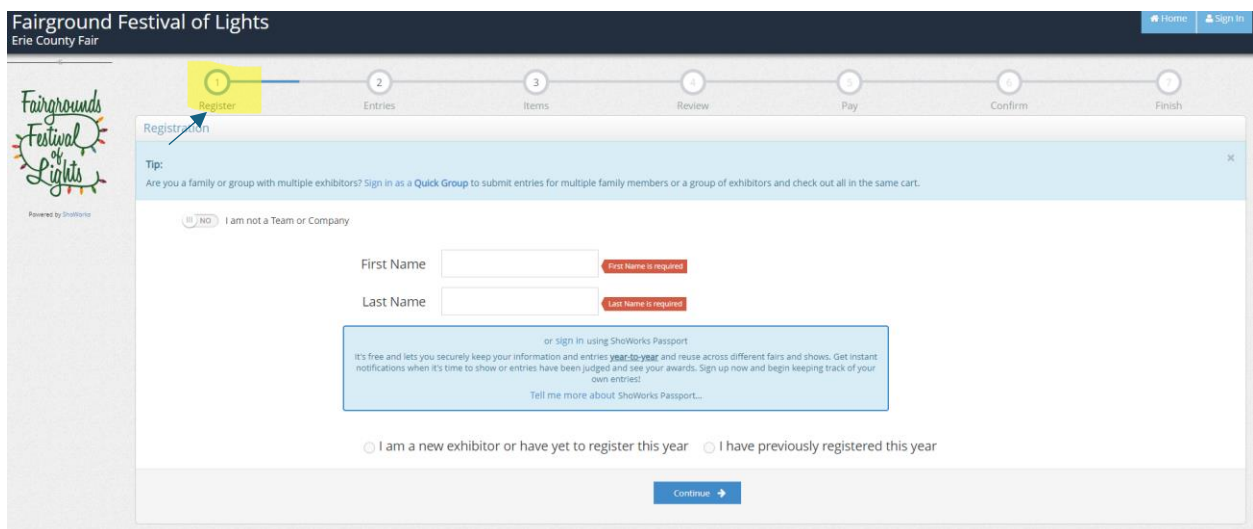


# Junior/Adult Photography Entry Instructions



Step 1: Navigate to the entry portal. (Either through our website or [www.ecfairfol.fairwire.com](http://www.ecfairfol.fairwire.com))



Step 2: Click the 'Register' button. It will take you to this page. You must fill out First Name, Last Name. Then you will click 'I am a new exhibitor or have yet to register this year' and the 'Continue' button. If you have already registered this year for the Festival of Lights Competitions, skip to Step 4.

#### Exhibitor Information

Please provide the following information and click the **Continue** button at the bottom. Information submitted may not be reflected in the local office for a delayed period of time.

|                    |                     |
|--------------------|---------------------|
| First Name *       | CE                  |
| Last Name *        | Office              |
| Password *         | *****               |
| Re-type Password * | *****               |
| Address *          | 5600 McKinley Pkwy  |
| Address2           |                     |
| City *             | Hamburg             |
| State/Prov *       | NY                  |
| Postal Code *      | 14075               |
| Phone Number *     | (716) 649-3900      |
| e-mail *           | ceoffice@ecfair.org |
| Re-type e-mail *   | ceoffice@ecfair.org |
| Date of Birth *    | 1/1/2000            |

Continue →

### Step 3: Fill out all the boxes with your information and select 'Continue'

#### Registration

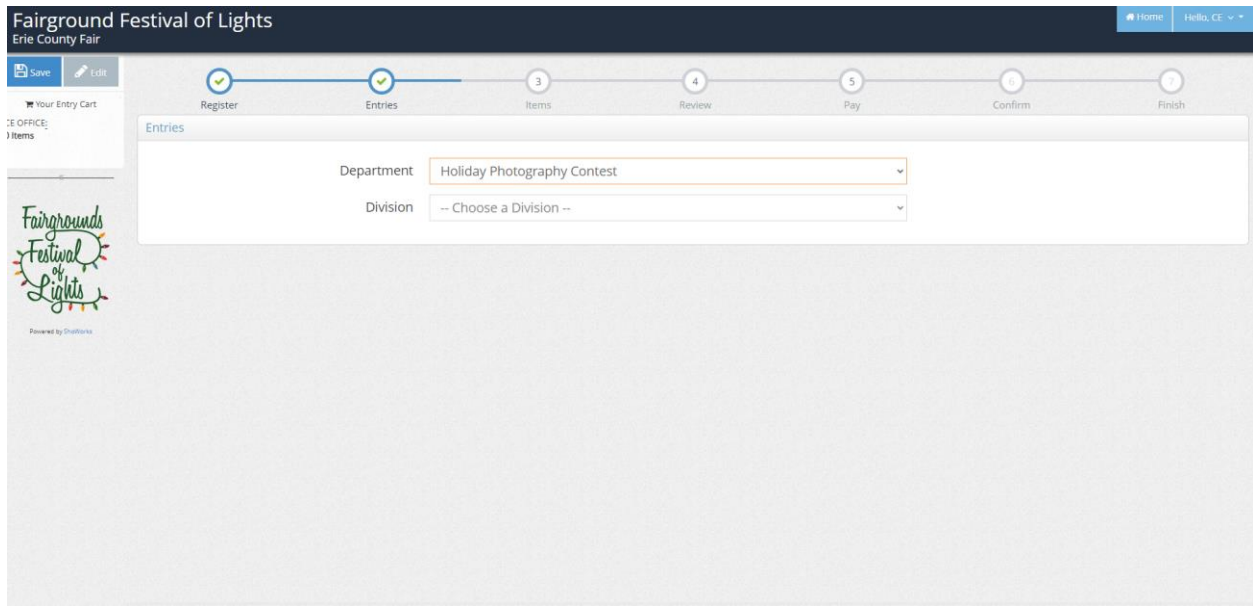
##### ✓ Confirm Registration Information

The following information will be associated with your name. Any changes you make may not be reflected in the local office for a delayed period of time.

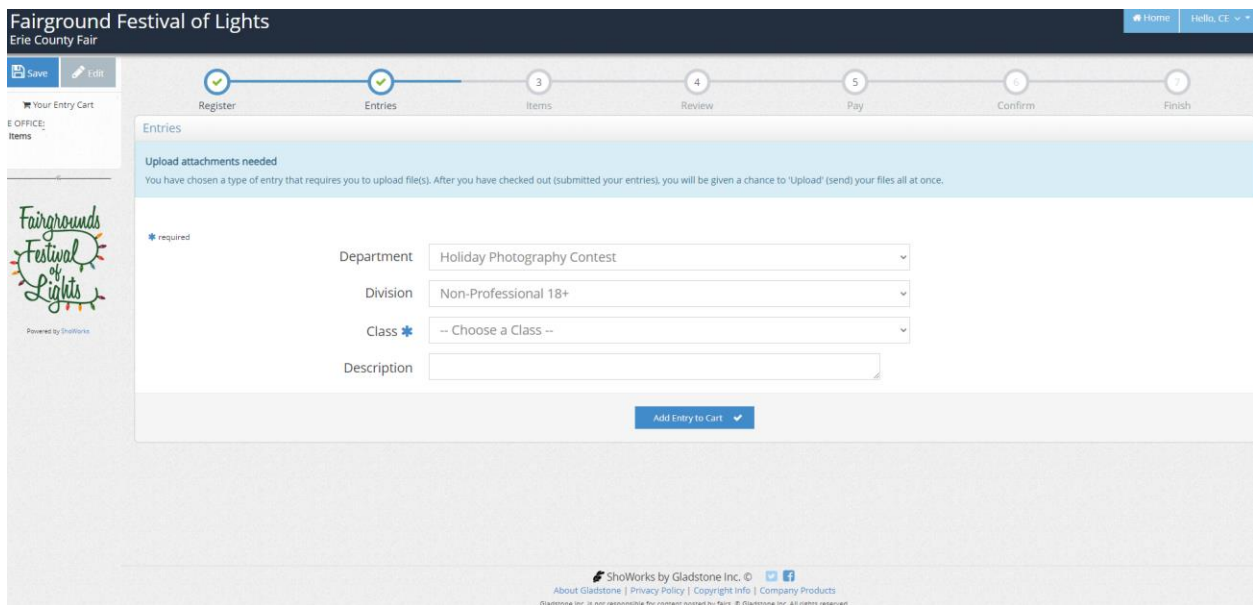
|                         |                     |
|-------------------------|---------------------|
| First Name              | CE                  |
| Last Name               | Office              |
| Address                 | 5600 McKinley Pkwy  |
| Address 2               |                     |
| City                    | Hamburg             |
| State/Prov              | NY                  |
| Postal Code             | 14075               |
| Phone                   | (716) 649-3900      |
| e-mail                  | ceoffice@ecfair.org |
| Exhibitor Date of Birth | 1/1/2000            |

Continue →

### Step 4: Confirm your information is correct and then you will select 'Continue'



Step 5: You will then select the Department ‘Holiday Photography Contest’ or ‘Junior Holiday Photography Contest’.



Step 6: After that, you will select the Division ‘Non-Professional 18+’ or ‘Professional 18+’.

Fairground Festival of Lights  
Erie County Fair

Home Hello, CE

Save Edit

Your Entry Cart  
CE OFFICE:  
0 Items

Powered by ShoWorks

Register Entries Items Review Pay Confirm Finish

Entries

Upload attachments needed  
You have chosen a type of entry that requires you to upload file(s). After you have checked out (submitted your entries), you will be given a chance to 'Upload' (send) your files all at once.

required

Department Holiday Photography Contest

Division Non-Professional 18+

Class \* -- Choose a Class --

Description

- 001 : Holiday Photo
- 002 : Snow/Ice
- 003 : Holiday in a Village
- 004 : Winter in Country
- 005 : Holiday Animal
- 006 : Holiday Food
- 007 : Holiday Festival
- 008 : Family Gathering
- 009 : Winter Sports
- 010 : Winter in the City

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Step 7: Following that, you will then select the Class of choice. Once selected you may enter a description if you choose.

Fairground Festival of Lights  
Erie County Fair

Home Hello, CE

Save Edit

Your Entry Cart  
CE OFFICE:  
0 Items

Powered by ShoWorks

Register Entries Items Review Pay Confirm Finish

Entries

Upload attachments needed  
You have chosen a type of entry that requires you to upload file(s). After you have checked out (submitted your entries), you will be given a chance to 'Upload' (send) your files all at once.

required

Department Holiday Photography Contest

Division Non-Professional 18+

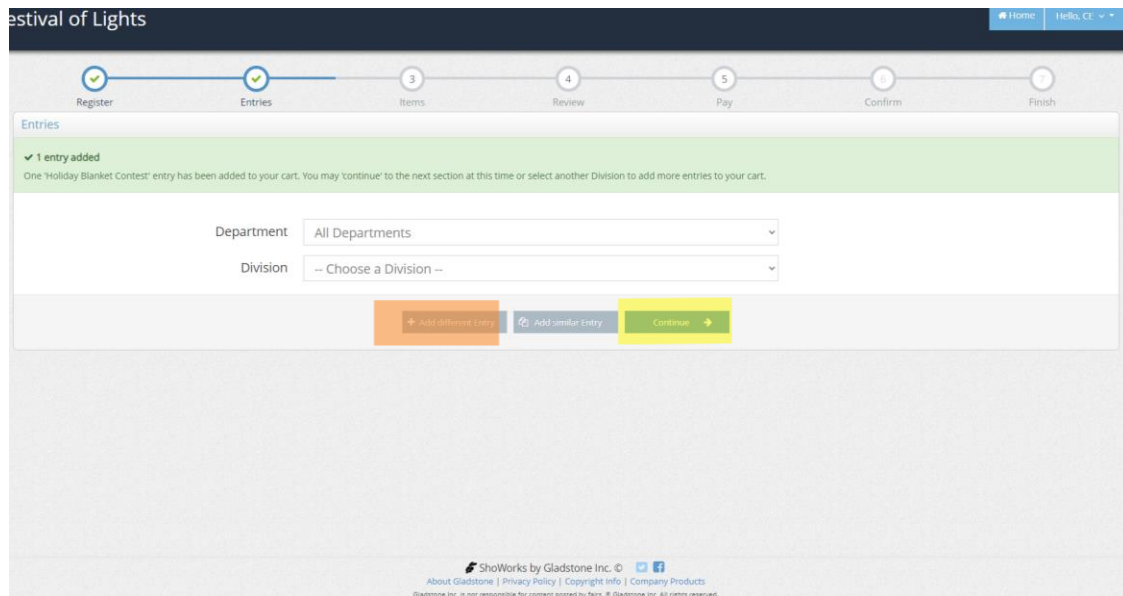
Class \* 001 : Holiday Photo

Description TEST

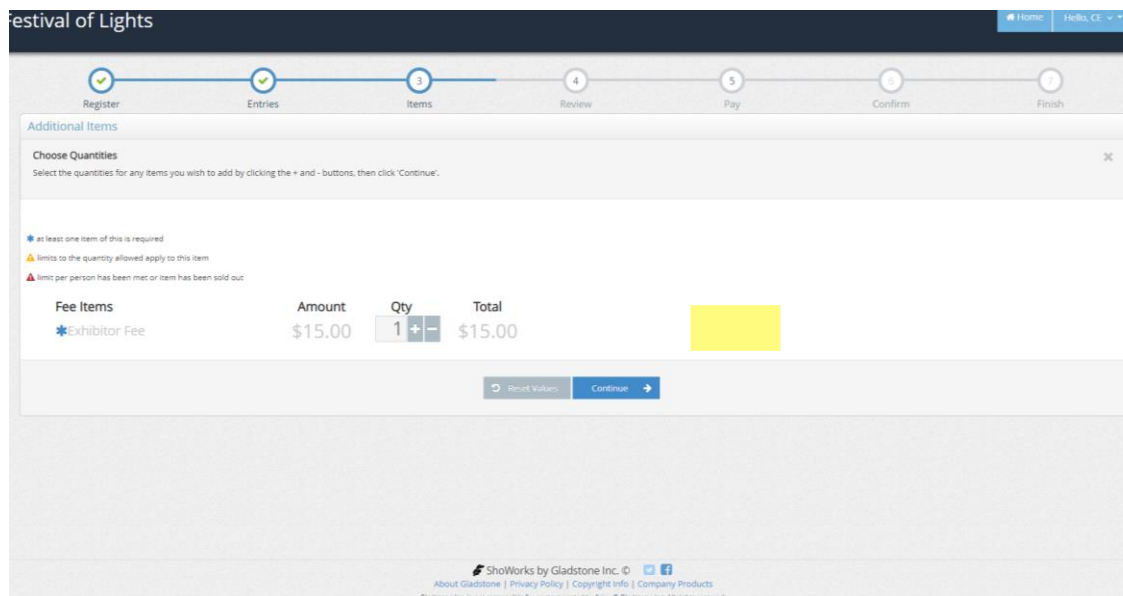
Add Entry to Cart ✓

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Step 8: Click the 'Add Entry to Cart' button.



Step 9: If complete, please click the 'Continue' (Yellow Highlighted) button. If you have more entries to add, please select 'Add different Entry' (Orange Highlighted) button.



Step 10: It will bring you to the Exhibitor Fee screen. It will automatically add this to your cart. Please select the 'Continue' button.

Fairground Festival of Lights  
Erie County Fair

Home Hello, CE

Save Edit

Your Entry Cart

CE OFFICE: Non-Professional...  
1 Items

Register Entries Items **Review** Pay Confirm Finish

Review of Cart

Continue to Check-out  
The following is a list of items in your cart. To remove an item, click the **X** button next to the item that you want to remove. To edit an item, click the **✏** button.

**⚠ You are not finished yet! You will still need to confirm in the upcoming steps.**

| Item                               | Description                                     | Amount        | Edit | Remove |
|------------------------------------|---|---------------|------|--------|
| <b>CE Office's Items:</b>          |   |               |      |        |
| Non-Professional 18+               | Class: 001 - Holiday Photo<br>Description: TEST | \$0.00        | ✏    | X      |
| Total for CE Office with 1 entries |   | \$0.00        |      |        |
| <b>1 TOTAL ITEMS IN CART:</b>      |   | <b>\$0.00</b> |      |        |
| <b>BALANCE DUE:</b>                |   | <b>\$0.00</b> |      |        |

+ Add more Entries for CE Office Empty Cart Save this cart for later **Check-out**

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Step 11: This is your cart. Please confirm that all items are correct. Make changes to the item if needed. When you are ready to check out, please select 'Check-out'

estival of Lights

Home Hello, CE

Register Entries Items Review **Pay** Confirm Finish

Payment

Provide Payment Information  
Your balance is \$15.00. Please complete the following for your purchase. You will confirm on the next page.  
You may also bypass payment if you have a valid **Payment Bypass Code**. This code must be obtained from the fair and is intended for special use when a payment is not possible or not recommended. Please contact the fair office for details.

Amount Due \$15.00

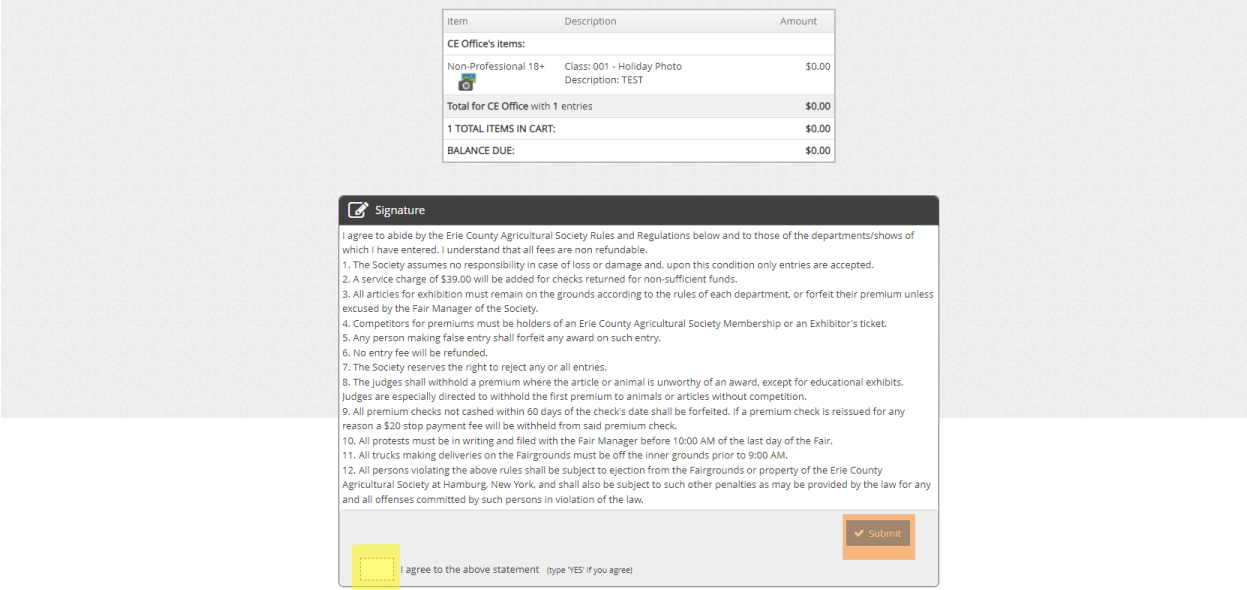
Payment Method -- Credit or Debit Card

Payment Bypass Code  **Pay Later**

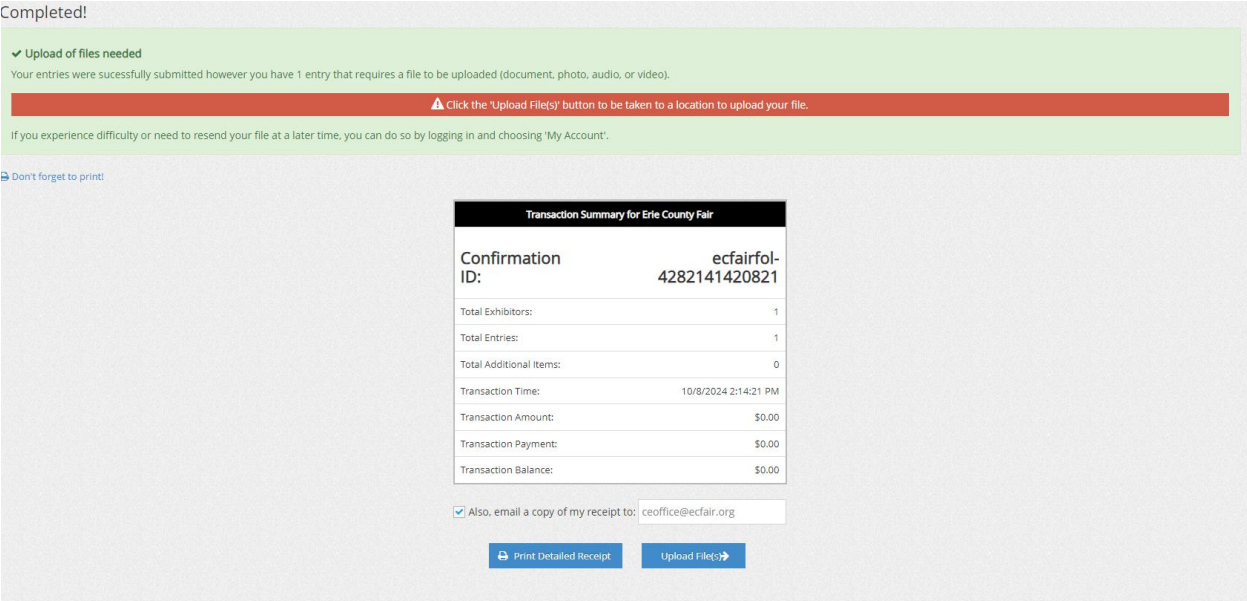
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Step 12: Select your payment method, fill out the payment details, then continue to the next page.

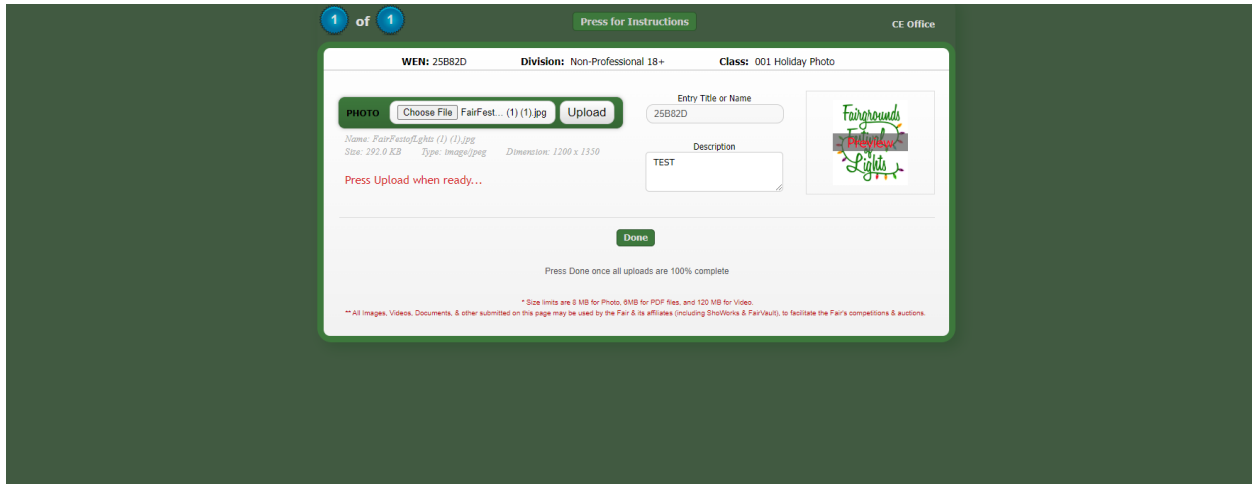




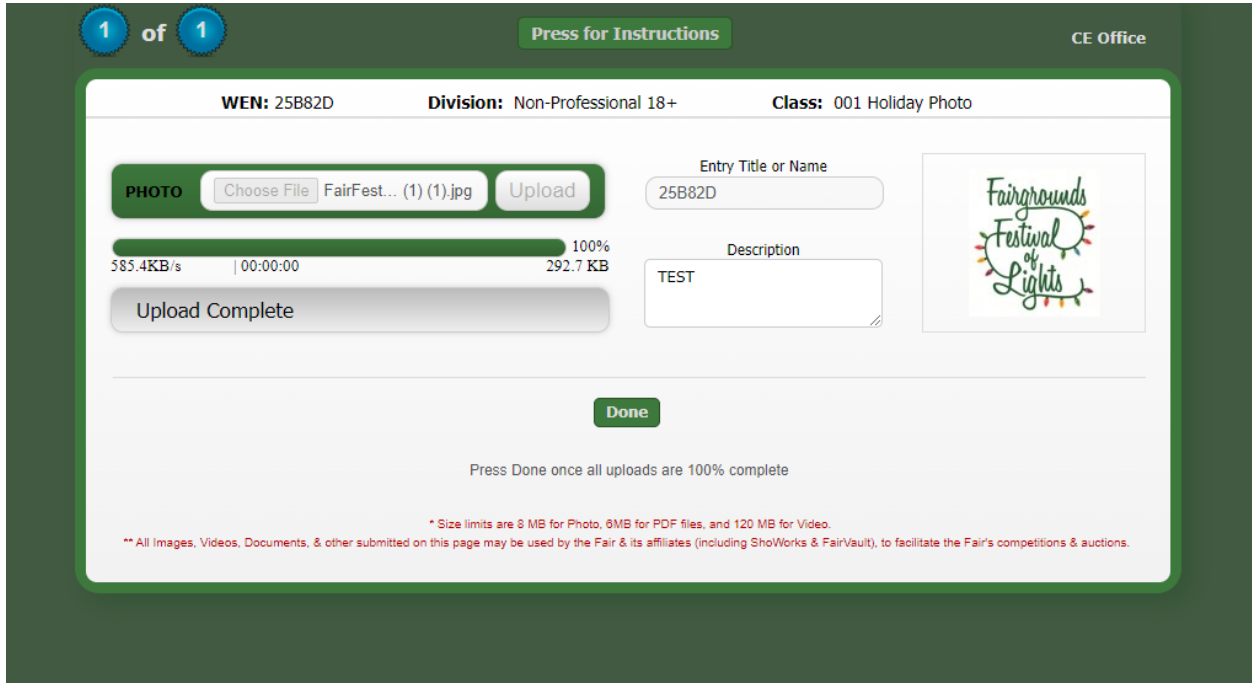
Step 13: The next screen will look something like this. You must type YES into the (yellow highlighted) box and then click 'Submit'



Step 14: The online entry piece is completed. Now you must select the 'Upload File(s)' button

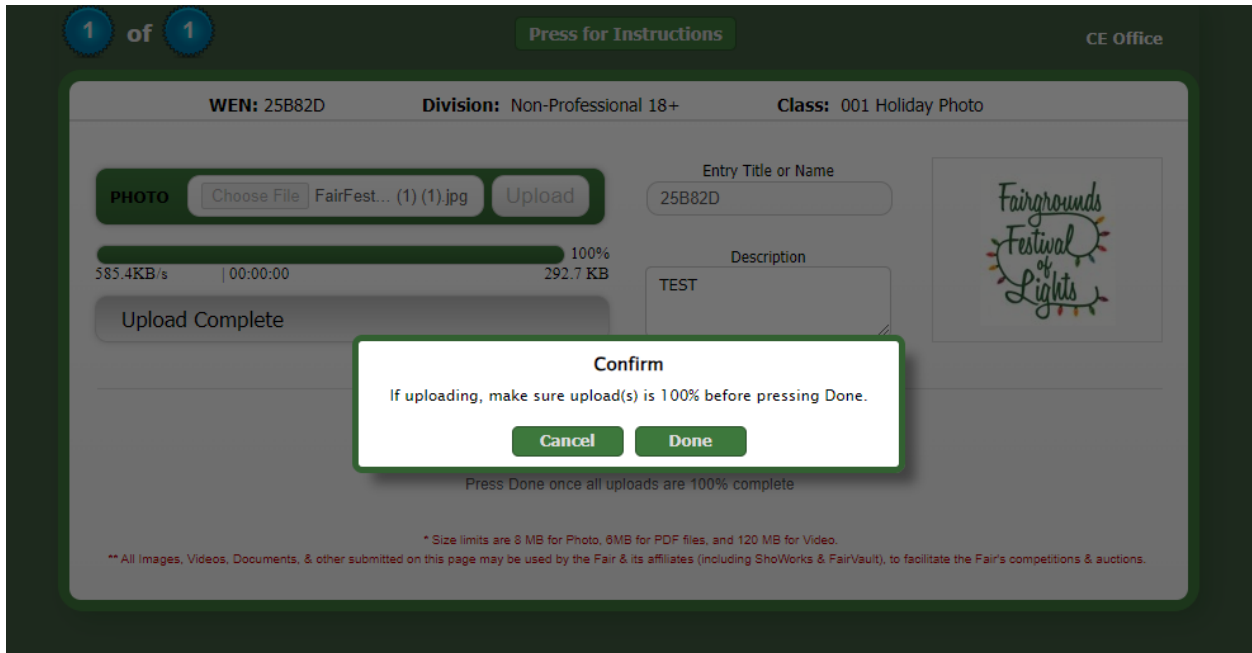


Step 15: First, select 'Choose File' button. Select the photo you want to upload. After it is showing, press 'Upload'

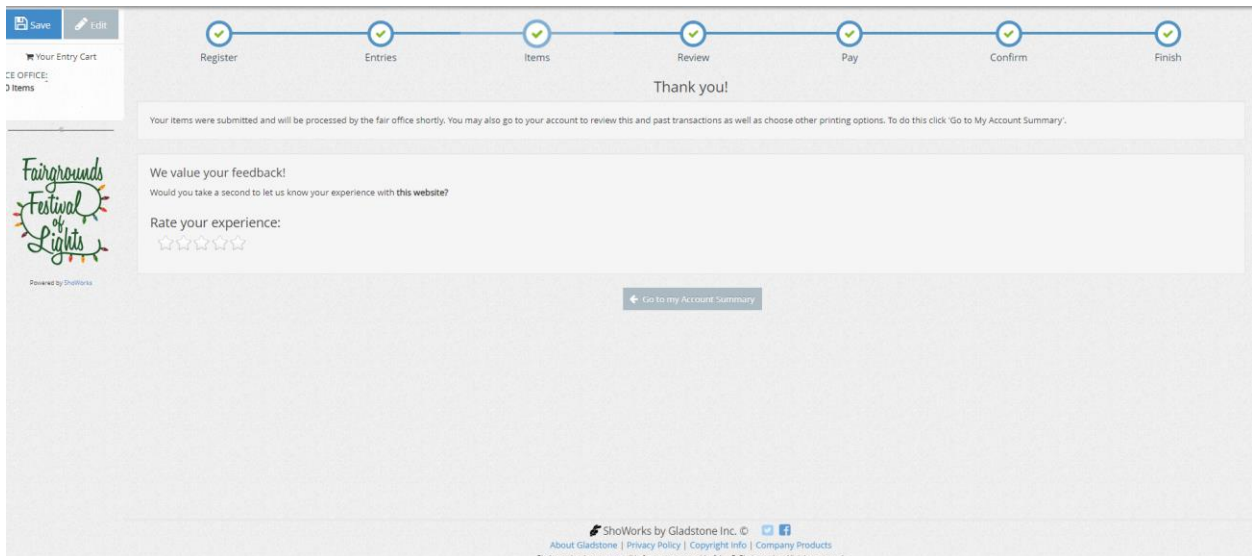


Step 16: Confirm that everything on your screen is correct then select 'Done'. If uploading multiple photos, please complete step 15&16 again until complete.





Step 17: Select 'Done' if you are 100% Complete.



OPTIONAL: Step 15: Feel free to fill out the survey and let us know how we did!